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Oct. 7, 2020

Louisiana Ethics Administration Program

POB 4368

Baton Rouge, Louisiana 70821

Dear Sir/Madam:

I am currently employed with the Louisiana Department of Transportation and Development (DOTD), in District 02 (New Orleans), and have been with the Department for approximately 30 years. My current position is Assistant District Administrator of Operations (Engineer 8), working in Terrebonne and Lafourche Parishes and have been in that position since 11/21/2016.

I am considering retiring in the near future from DOTD, and will be seeking to be employed by Richard C. Lambert Consultants, to administrate a future DOTD construction project in Lafourche Parish (STATE PROJECT NO. H.008145 – PHASE 2 from Leeville to Golden Meadow). On this project in particular, while employed by DOTD I was not involved with the planning or design of this project. With the Consultant I would be employed as a Consultant Resident Engineer (RE), over utility coordination, writing change orders on the construction project, traffic control plan review, negotiations with the Contractor, schedule review and submitting monthly estimates for payment to the Contractor. The Consultant would be paid to administrate this Contract, by DOTD, for providing these services and Project Inspection by other employees.

Currently I am in the position as Assistant District Administrator of Operations (Engineer 8), I function as the assistant to the DOTD District 02 Administrator (Chris Morvant - Engineer 9) for DOTD operations in the Houma Sub-District. As such, I am responsible for planning, managing, directing and evaluating the effectiveness of the Houma Sub-District's operations. This shall include managing operation and repair of moveable bridges, roadside development, maintaining DOTD equipment/vehicles, and managing traffic engineering and operations. This shall also include Sub-District wide maintenance of roads, bridge facilities, and emergency operations. Houma Sub-District 02 geographically includes Lafourche and Terrebonne Parishes and the southern portion of Jefferson Parish that includes Grand Isle. This includes over 600 linear miles of roadway, 32 moveable bridges and 1 tunnel. I have been in this position since 11/21/2016. I have had no activities in the DOTD Construction Section, any existing construction projects or future construction projects since that date.

From 9/30/2010 to 11/20/2016, I was employed by DOTD as an Area Engineer (Engineer 7), working in Terrebonne and Lafourche Parishes. I was over all maintenance of DOTD roadways (grass cutting, roadway maintenance and drainage) and all activities in the DOTD Construction Section which included supervising two Project Engineers over all construction projects in Terrebonne and Lafourche Parishes.

From 4/30/2001 to 9/29/2010, I was employed by DOTD as a Project Engineer (Engineer 5) in the DOTD Construction Section, working in Terrebonne and Lafourche Parishes. I was over administration & Inspection of construction projects in Terrebonne and Lafourche parishes. I was over a group of DOTD

Inspectors from my office which provided construction project inspection on DOTD construction projects.

***Since 11/30/2016, I have not been involved with any DOTD construction projects, in the process of contract administration, planning, utility relocation, inspection or etc. Please note, I will not be providing services through Richard C. Lambert Consultants to DOTD on DOTD construction projects that I participated in the planning or design of the project. At this time I am seeking a written opinion whether I can be employed by Richard C. Lambert Consultants and provide services to DOTD on future DOTD Construction Projects, after I retire from DOTD.***

I have attached two sheets of my organizational charts;

- Sht. 1 – ADMIN/OPRS/BRIDGE CITY (Sht. 1)
- Sht. 2 – ADA-OPERATIONS – HOUMA (Sht. 2)

I also have attached my Employee Notification Form (2 sheets), printed by the DOTD Human Resources Section on 9/25/20. Those sheets shows my position history while employed by DOTD, and when those changes stated above took place.

I also have attached my Louisiana Professional Engineering and Land Surveying Board Status sheet, on my Professional Engineering License in Civil Engineering. My License is fully active with an expiration date of 3/31/2022.

Thank-You for your time and consideration of this request.

Sincerely,



Gary Gisclair, P.E.

Enclosure: Organizational Charts (2 sheets)

Employee Notification Form (2 Sheets)

LAPELS License Status Sheet

Gary Gisclair

4920 Imperial Drive

Houma, LA 70360

(985)-858-2402 (Office)


(985)-226-7421 (Cell)



### LOUISIANA PROFESSIONAL ENGINEERING AND LAND SURVEYING BOARD

As of 12/06/2018, the Louisiana Professional Engineering and Land Surveying Board (LAPELS) has the following information on file:

Mr. Gary Anthony Gisclair  
4920 Imperial Drive  
Houma, LA 70360-2843

	<b>LOUISIANA PROFESSIONAL ENGINEERING &amp; LAND SURVEYING BOARD (LAPELS)</b>	
	9643 Brookline Avenue, Suite 121 Baton Rouge, LA 70809 Phone (225) 925-6291 www.lapels.com	
<b>Mr. Gary Anthony Gisclair</b>		
License/Certificate Type - Number	Expiration Date	
<b>PE.0022813</b>	<b>03/31/2022</b>	
<b>Status: Active</b>		
<p>Please be advised that your license must be in "Active" status in order for you to (a) provide or offer to provide engineering or land surveying services in Louisiana or (b) use the words "engineer", "engineering", "land surveyor", "land surveying" or any modification or derivative thereof in your name or in connection with your business or activities in Louisiana. Licensees whose licenses are in "Retired", "Inactive", or "Expired" status are prohibited from engaging in the activities described above in items (a) and (b).</p> <p>LA R. S. 37:689 requires firms practicing or offering to practice engineering or land surveying in the state of Louisiana to be licensed by the Board prior to offering such services.</p>		

**Cut Here** (indicated by an arrow pointing left)

**Fold Here** (indicated by an arrow pointing right)

Print and keep the following information for your record or verification. The pocket card may also be printed on card stock or laminated to keep with you as license/certificate verification.

#### Disclaimer

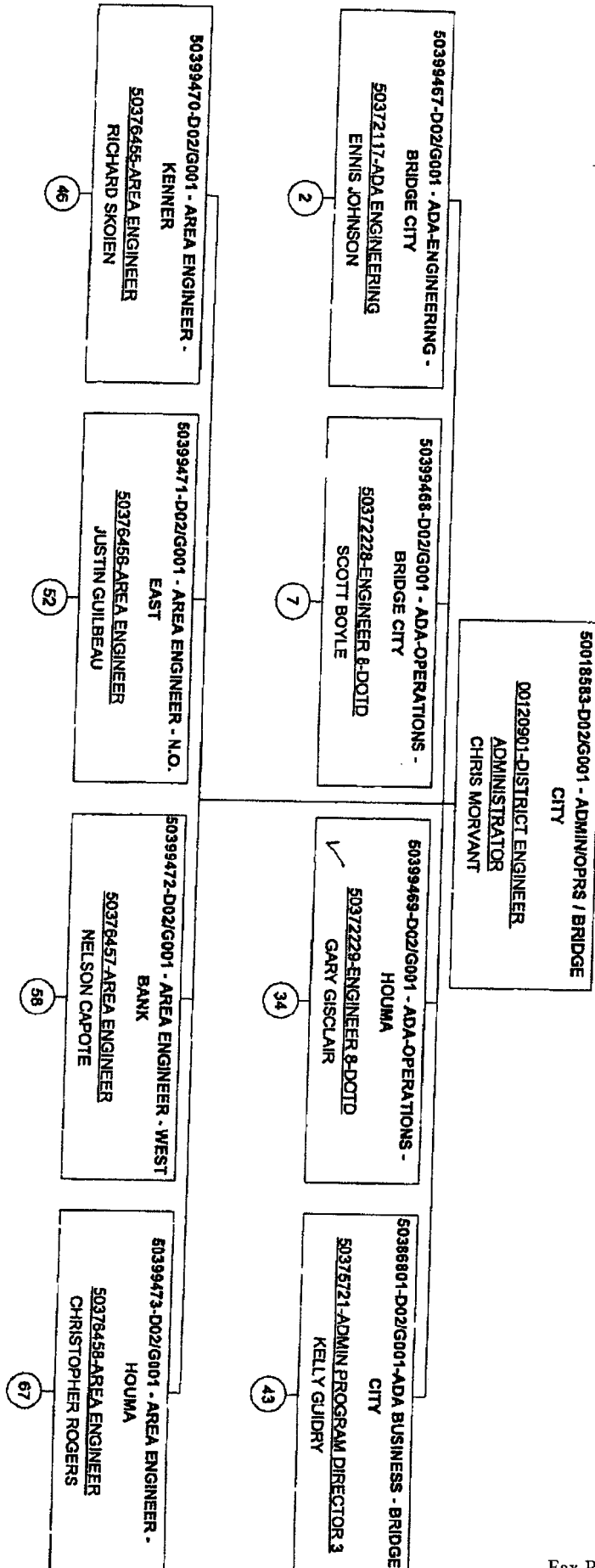
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# 50018583-D02/G001 - ADMIN/OPRS / BRIDGE CITY

50018583-D02/G001 - ADMIN/OPRS / BRIDGE CITY

Date/Time: 08/20/2019 15:28:19

Fax Received 09:18:20 2020-10-07

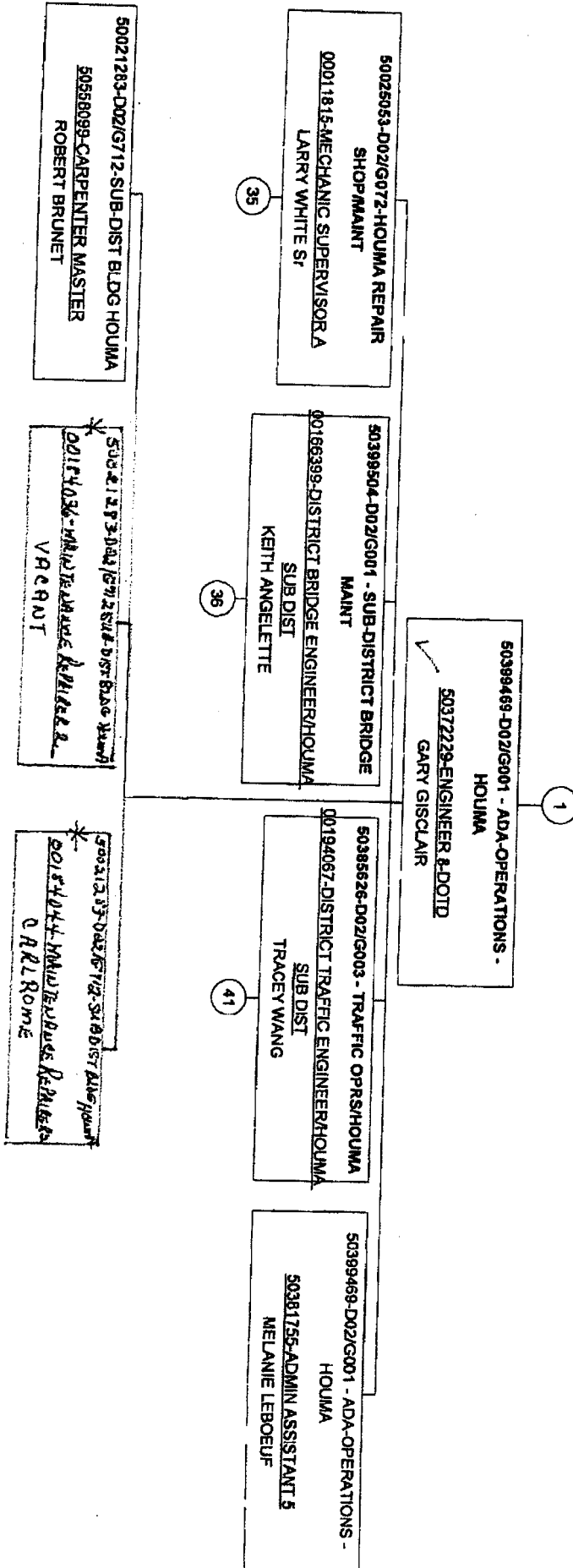


547.1

50399469-D02/G001 - ADA-OPERATIONS - HOUMA

Date/Time: 09/18/2019 13:19:43

# 50399469-D02/G001 - ADA-OPERATIONS - HOUMA



\*Positions moving from supervision of the  
bridge & bridge technician 7-02/Houma traffic  
operations-positions 188179, ERIC SEULIQUER

544.2

## Employee Notification Form

for 09/25/2020

**Personal Information**

Employee Name GISCLAIR, GARY A Known As  
 Personnel Number 00025482 Gender Male Date of Birth 12/16/1957  
 Race Decl Ind/AK Asian AfrAm HI/PI White ☒ Ethnicity Not Hispanic/Latino

**Address Information**

Privacy Request Yes ☒ No  
 Permanent Street 4920 IMPERIAL DR Mailing Street  
 City HOUMA City  
 State LA State  
 Zip Code 703602843 Zip Code

**Employment Related Dates**

Adjusted Service Date 11/29/1988  
 Performance Adjustment Date Adjusted Leave Service Date 12/14/1988 Agency Hire Date 03/10/1997

**Organizational Assignment Information**

Company Code LAGOV Org. Unit D02/G001 - ADA-OPERATIONS  
 Personnel Area DOTD-Engineering & Operations Cost Center 2764010201  
 Employee Group Full Time Salary Personnel Subarea Reg/Leav5110010  
 Payroll Area LaGov-Paid Bi-Wkly Employee Subgroup Class Ex  
 Work Contract Permanent Permanent Status 09/10/1997  
 Expiration Date Employment Status Active

**Time Management Information**

Employment Percent 100.00 Time Management Status Negative Time Entry  
 Weekly Working Hours 40.00 Time Administrator 001  
 Work Schedule Rule M-F 8HR Telecommuter

**Action History**

Action Pos Charact Chg (P)	0276	09/19/2019 To 12/31/9999	Reason Job Correction
Action Pos Charact Chg (P)	0276	04/27/2018 To 09/18/2019	Reason Pay Grade/Title Chg-No Sal Adj
Action Org. Assign. (P)	0276	11/21/2016 To 04/26/2018	Reason Promotion-Certificate
Action Org. Assign. (P)	0276	09/30/2010 To 11/20/2016	Reason Do Not Use - Prmo Cmp Agcy Del
Action Change in pay	0276	07/01/2007 To 09/29/2010	Reason Standard pay increase
Action (2)Transfer II-Gaining NP-P	0276	06/18/2007 To 06/30/2007	Reason Do Not Use - NP to P CONV
Action (1)Transfer I-Losing NP-P	0276	06/18/2007 To 06/30/2007	Reason Do Not Use - NP to P CONV
Action Pos Charact Chg (NP)	0276	03/12/2007 To 06/17/2007	Reason Reallocation
Action Pos Charact Chg (NP)	0276	03/31/2003 To 03/11/2007	Reason Move to New Pay Plan
Action Org. Assign. (NP)	0276	04/30/2001 To 03/30/2003	Reason Do Not Use - Prmo Cmp Agcy Del
Action Pos Charact Chg (NP)	0276	10/23/2000 To 04/29/2001	Reason Job Correction
Action Conversion	0276	07/01/2000 To 10/22/2000	Reason Conversion

**Job History**

Job	00109100 - ENGINEER 8 SUPGRP 3	From	09/19/2019	To	12/31/9999
Job	00165460 - ENGINEER 8-DOTD SUPGRP 3	From	11/21/2016	To	09/18/2019
Job	00165450 - ENGINEER 7-DOTD SUPGRP 2	From	09/30/2010	To	11/20/2016
Job	00165510 - ENGINEER 6-DOTD SUPGRP 2	From	03/12/2007	To	09/29/2010
Job	00165500 - ENGINEER 5-DOTD SUPGRP 1	From	04/30/2001	To	03/11/2007
Job	00109150 - ENGINEER 4	From	10/23/2000	To	04/29/2001
Job	00109150 - ENGINEER ADVANCED	From	07/01/2000	To	10/22/2000

**Position History**

Position	50372229 - ENGINEER 8	From	09/19/2019	To	12/31/9999
Position	50372229 - ENGINEER 8-DOTD	From	11/21/2016	To	09/18/2019
Position	50376458 - AREA ENGINEER	From	09/30/2010	To	11/20/2016

ADA of Operations

AREA ENGINEER

Fax Received 09/18/20 2020-10-07

## Employee Notification Form for 09/25/2020

Position 00007206 - PROJECT ENGINEER  
 Position 00007206 - ENGINEER 6 DOTD  
 Position 00007206 - ENGINEER 5 DOTD  
 Position 00014326 - ENGINEER 4  
 Position 00014326 - ENGINEER ADVANCED

From 06/14/2010	To 09/29/2010	<i>PROJECT ENGINEER</i>
From 03/12/2007	To 06/13/2010	
From 04/30/2001	To 03/11/2007	
From 10/23/2000	To 04/29/2001	
From 07/01/2000	To 10/22/2000	

### Base Pay History

Biweekly	5,290.40	TS-322 00	From 07/15/2020	To 12/31/9999	Pay Reason Code	Market Adjustment
Biweekly	5,186.40	TS-322 00	From 09/19/2019	To 07/14/2020	Pay Reason Code	Job Correction-No Sal Adj
Biweekly	5,186.40	TS-322 00	From 07/15/2019	To 09/18/2019	Pay Reason Code	Market Adjustment
Biweekly	5,084.80	TS-322 00	From 07/15/2018	To 07/14/2019	Pay Reason Code	Market Adjustment
Biweekly	4,936.80	TS-322 00	From 04/27/2018	To 07/14/2018	Pay Reason Code	Pay Grad Assign Up 2
Biweekly	4,936.80	TS-320 00	From 01/01/2018	To 04/26/2018	Pay Reason Code	General Increase
Biweekly	4,840.00	TS-320 00	From 11/21/2016	To 12/31/2017	Pay Reason Code	Promotion Up 2 Level
Biweekly	4,380.00	TS-318 00	From 01/01/2016	To 11/20/2016	Pay Reason Code	PerfAdj - LO Avoid
Biweekly	4,211.20	TS-318 00	From 10/01/2014	To 12/31/2015	Pay Reason Code	ZDontPerf Adj
Biweekly	4,049.60	TS-318 00	From 10/01/2013	To 09/30/2014	Pay Reason Code	ZDontPerf Adj
Biweekly	3,893.60	TS-318 00	From 09/30/2010	To 09/30/2013	Pay Reason Code	Promotion Up 1 Level
Biweekly	3,639.20	TS-317 00	From 09/10/2009	To 09/29/2010	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	3,499.20	TS-317 00	From 09/10/2008	To 09/09/2009	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	3,364.80	TS-317 00	From 09/10/2007	To 09/09/2008	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	3,234.88	TS-317 00	From 07/01/2007	To 09/09/2007	Pay Reason Code	General Increase
Biweekly	3,177.28	TS-317 00	From 06/18/2007	To 06/30/2007	Pay Reason Code	Reallocation Up 2
Biweekly	3,177.28	TS-317 00	From 03/12/2007	To 06/17/2007	Pay Reason Code	Reallocation Up 2
Biweekly	2,874.96	TS-315 00	From 11/06/2006	To 03/11/2007	Pay Reason Code	SER Adjustment
Biweekly	2,764.16	TS-315 00	From 09/10/2006	To 11/05/2006	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	2,657.60	TS-315 00	From 09/10/2005	To 09/09/2006	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	2,555.12	TS-315 00	From 09/10/2004	To 09/09/2005	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	2,456.80	TS-315 00	From 09/10/2003	To 09/09/2004	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	2,362.16	TS-315 00	From 03/31/2003	To 09/09/2003	Pay Reason Code	Structure Adjustment
Biweekly	2,362.16	GS-23 00	From 09/10/2002	To 03/30/2003	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	2,271.28	GS-23 00	From 09/10/2001	To 09/09/2002	Pay Reason Code	Do Not Use-Merit Increase
Biweekly	2,183.60	GS-23 00	From 04/30/2001	To 09/09/2001	Pay Reason Code	Promotion Up 1 Level
Biweekly	2,040.48	GS-22 00	From 10/23/2000	To 04/29/2001	Pay Reason Code	Pay Grd Assign Up 3>
Biweekly	1,789.85	GS-19 00	From 07/01/2000	To 10/22/2000	Pay Reason Code	Conversion



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FAX TRANSMITTAL

DATE: 10/7/2020

TO: Kathleen M. Allen

COMPANY: State of Louisiana/ Louisiana Ethics Administration Program

FAX #: 225-381-7271

FROM: Gary A. Gisclair, P.E.

(985)-226-7421 (Cell)

FAX #: 985-876-8813

This Transmittal consist of 8 Pages including this cover

Comments: I am requesting a written opinion on my possible future employment

A hard copy will be sent by mail